

# **Cattails Golf Course**

## **Job Description**

### **Golf Course Superintendent**

Reports to: General Manager

Directly Manages: Golf Course maintenance personal

Working Hours: As Required

#### **Job Description**

Ensure the maintenance and operation of the golf course as well as managing the maintenance staff. It is his/her responsibility to upkeep the course condition, mowers and equipment, irrigation, and infrastructure.

#### **Specific Job Duties**

- Supervise the mowing, watering and maintenance of tees, greens, fairways, and related areas.
- Supervise the planting, fertilizing and maintenance of turf.
- Generally supervise the operation of an equipment repair shop.
- Order supplies and repairs within budgetary limitations.
- Keep records of annual maintenance activities.
- Prepare personnel and cost estimates for the annual maintenance department budget.
- Possess thorough knowledge of golf course tees, fairways and greens.
- Possess thorough knowledge of the maintenance of the different types of turf used on golf courses, and the planting, cultivating, pruning, and caring for plants, shrubs and trees.
- Possess a wide range of mechanical skills for the maintenance and upkeep of maintenance mowers, equipment, and cart fleet.
- Possess thorough knowledge of the characteristics and proper use of various fertilizers, and soil conditioners, herbicides, and pest control methods and materials.

- Possess thorough knowledge of drainage control methods, watering and irrigation systems, including wells, pumps and automatic controls.
- Possess the ability to plan, assign, and direct the work of others.
- Possess the ability to prepare clear and concise reports.
- Possess the ability to prepare annual budget estimates.
- Hire, orient, and train all golf course maintenance department employees.
- Possess the ability to maintain effective employee and public relations.
- Possess a participating knowledge of the game of golf.

### Qualifications

- Minimum of 3 years' experience in golf course and turf management required.
- Minimum of 2 years as a Golf Course Superintendent / Assistant Superintendent preferred.
- Aptitude for administrative and executive responsibilities including effective oral and written communication skills and computer proficiency.
- Must obtain and maintain state sanctioned pesticide application certification within 6 months of employment.
- Ability to prepare the golf course for play according to the rules of golf.
- Ability to work a flexible schedule to include holidays and weekends.

This job description includes but is not limited to, duties and responsibilities noted above. The essential functions of this job description are not exhaustive and may be supplemented.